

# Leasing Agent

United Human Resources – St Paul-Minneapolis, MN



## What we're looking for:

United Human Resources (UHR) is partnering with an established property management company to find Leasing Agents to assist in the daily functions and operations of a growing apartment complex!

## If you have:

- A motivated and upbeat personality and willingness to work both independently and on a team to meet goals
- Proficiency in Microsoft Outlook, Word, and Excel and the willingness to learn property management software platforms
- Previous administrative experience preferred
- Previous leasing experience in Property Management a plus!
- A valid driver's license

## We want you to:

- Answer leasing, vendor, and resident calls
- Show vacant and occupied apartments
- Work with the Property Manager to achieve occupancy goals

## Who we are:

United Human Resources (UHR) is a recruiting agency that takes pride in hiring more than temporary solutions; we are looking to match you with your next career by establishing a relationship with you and our clients.

*UHR never charges candidates anything for applying to or accepting a position that we offer.*

**If you think you may be a good fit, apply with UHR today  
by filling out our online application!**